

## **Contract of Agreement for the running of the Pepys Resource Centre and Pepys Community Library between Eco Communities and WE Women Circle.**

This contract is being agreed and signed by and between Eco Communities LTD and WE Women Circle.

This contract has been made effective on 01/11/2017 and shall be remain effect until the terms and conditions are fulfilled.

Details of Eco Communities LTD

Address: Pepys Resource Centre – Old Library  
Deptford Strand

London

SE8 3BA

Contact Person: Darren Taylor

Email: [darren@ecocom.org.uk](mailto:darren@ecocom.org.uk)

Details of WE Women Circle

Address: Pepys Resource Centre – Old Library  
Deptford Strand

London

SE8 3BA

Contact Person: Luciana Duailibe

Email: [wewomencircle@gmail.com](mailto:wewomencircle@gmail.com)

### **Nature of the contract:**

It was necessary that our community library be more opened and accessible to our local residents.

The Library was open only 3 days a week, five hours a day. The idea was to extend the opening hours and to bring about inclusion for our local residents, especially those most in need. Eco Communities was in need of the staff capacity to keep the library going and keep the centre open. WE Women Circle approached Eco Community to provide voluntarily staff to run the opening time of the library and in return WE Women Circle will also run Pepys Resource Centre and the cafe without any charge.

### **Terms and Conditions:**

1. Eco Community continues with the contract agreement with Lewisham Library to run Pepys Community Library.
2. WE women circle will keep the centre open and to staffing to run the library from Monday – Thursday from 10am to 6pm and Friday from 10am to 1pm.
3. Eco Community will ensure that all staff from WE Women Circle who is working in the library and with vulnerable people will have DBS checked.
4. WE Women Circle will make sure all staff who is working in the library and with vulnerable people will have DBS checked.

5. Eco Communities will ensure that all staff working in the library can have access to training in how to run a library.
6. WE Women Circle will make sure that all staff from the organisation will take the library training.
7. Eco Communities and WE Women Circle will make sure that all staff will be aware of health and safety checks.
8. WE Women Circle will ensure that the centre is kept clean and tidy
9. Eco Communities will ensure that all building regulations are up to date.
10. Eco Community will continue to pay the bills for the property; however, WE Women Circle will look for funding and in each application will be designated money for the place which will contribute towards the payment of the bills for the property.
11. WE Women Circle and Eco Communities will work in partnership Hyde Association to get funding to refurbish the place.
12. WE Women Circle will run events in the place and the café to raise funding to pay for staff training and volunteers expenses.
13. WE Women Circle will pay for the expenses of the café and others expenses to make sure the place is kept tidy and clean.
14. WE Women Circle will work in partnership with other organisations in a multi-agency approach to ensure that the library is kept open.
  
15. Both Parties, Eco communities and WE Women Circle, at any time can request a variation to the terms and conditions of this contract. In the event of that, both parties should agree to any variation to the terms and condition of this agreement, the changes shall be subject to fair and reasonable adjustment to be agreed in writing between the Eco Community and WE Women Circle.

Signatures:

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Darren Taylor

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Luciana Duailibe